

**Torrance Public Library
Youth Services Department
Teen Volunteer Application Summer 2012**
Applications are due by Monday, May 14, 2012, by 6:00 p.m.
No late applications will be accepted.

You must be at least 14 years old by June 1, 2012 to qualify as a Teen Volunteer

PLEASE PRINT LEGIBLY

Name _____
Address _____
City _____ Zip _____
Telephone _____ Cell Phone _____
E-mail _____

We prefer to contact you by e-mail so please check your e-mail for scheduling & other notifications throughout the summer volunteer program. We will contact you by phone if you do not have an e-mail address.

School (in Sept.) _____ Grade (in Sept.) _____ Age _____ Birthday _____

Emergency Contact _____ Relationship _____ Phone _____

Have you previously volunteered at the Library? ____ How long?/When _____

Have you done other volunteer work? (hospital, school, etc.) _____

If yes, where and what did you do? _____

Have you worked for pay? (babysitting, cutting lawns, pet-sitting, etc.) _____

If yes, what did you do? _____

Please check each hobby, skill or interest you have below and describe:

____ Art/Crafts ____ Science ____ Computer/Internet

____ Musical Instrument ____ Photography ____ Sports

____ Creative Writing ____ Reading ____ Foreign Language

____ Other

Please describe _____

Tell us briefly why you would like to be a Teen Volunteer:

Please describe any activities you will be participating in this summer (Summer School, Camp, Sports, etc.) _____

Are you going on vacation this summer, during SRP? ____ Yes ____ No ____ Not sure ____
If yes, when will you be gone? Dates: _____ to _____

The Teen Volunteer Program runs for six weeks from Saturday, June 16 through Saturday, July 28 2012. Each volunteer will be asked to work approximately 2-4 hours each week.

Please return application to the Civic Center Library Youth Services Department ***no later than 6:00 p.m., Monday, May 14, 2012.*** You will be e-mailed for an interview (or phoned if no e-mail available).

Please select preferred interview date (all times are p.m.):

☐ Wed., May 23-☐ 3:30 ☐ 3:45 ☐ 4:00 ☐ 4:15 ☐ 4:30 ☐ 4:45 ☐ 5:00 ☐ 5:15 ☐ 5:30 ☐ 5:45 ☐ 6:00
☐ Thur., May 24-☐ 3:30 ☐ 3:45 ☐ 4:00 ☐ 4:15 ☐ 4:30 ☐ 4:45 ☐ 5:00 ☐ 5:15 ☐ 5:30 ☐ 5:45 ☐ 6:00

Preferred Library Location(s):

☐ Civic Center ☐ El Retiro ☐ Henderson ☐ North Torrance ☐ Southeast ☐ Waltheria
☐ Any Available Location

If you are selected after the interview, you will be notified by e-mail or phone no later than **Monday, May 28. You will receive a copy of the weekly schedule at this time, showing the days & times you are scheduled to volunteer. The schedule will be based on your indicated availability, so please fill out the scheduling worksheet carefully.**

All Teen Volunteers are required to attend a mandatory orientation session. If you are chosen, which orientation would you prefer to attend?

☐ Saturday, June 16 at 10:30 am
☐ Tuesday, June 12 at 6:30 pm

I have read the above and understand my obligation and responsibilities.

Signature of Applicant _____ Date _____

I have read the above and support my child as a Teen Volunteer for Summer 2012.
(Must be signed by parent to be accepted)

Parent Signature _____ Date _____

The Katy Geissert Civic Center Library reserves the right to make volunteer appointments based upon the Youth Services Staff's evaluation and the needs of the Library.

Please attach and return the weekly schedule and signed Code of Ethics with your application.

LIBRARY USE ONLY

Available Saturdays: _____ Available Mornings: _____ On Call Availability _____
Interview comments: _____

**Katy Geissert Civic Center Library: Youth Services Department
3301 Torrance Blvd., Torrance, CA (310) 618-5964**